

**Water/Wastewater Commissioners'
Meeting Minutes
October 26, 2010**

Present: Robert E. Courage, Chairman
Michael E. Putnam, Vice-Chairman
Dale A. White, Member
David Boucher
Evelyn Gendron

Call to Order:

Chairman Courage called the meeting to order at 6:00 p.m.

Decisions:

Approval of Final Minutes – Chairman Courage made the motion to approve the minutes of the meeting held on September 14, 2010, to approve the minutes of the meeting held on September 28, 2010 as amended, and to table the minutes of the meeting held on October 12, 2010 until the Board of Commissioners meeting to be held on November 9. Commissioner White seconded the motion. All voted in favor.

Sewer Abatement Request

24 Ridgefield Drive - Vice-Chairman Putnam made the motion to approve this sewer abatement request as presented as a one-time exception, as the water used was to fill a pool and the water used did not enter the sewer system, in the amount of \$22.64. The amount of sewer usage to be abated is 680 cubic feet. Commissioner White seconded the motion. All voted in favor.

Discussions:

Test Meter Fee – Superintendent Boucher explained that recently there has been an increase in calls received from water users reporting that they believe their water meter may be functioning incorrectly, necessitating Water Department personnel to visit the residences to inspect and disconnect the meter, install a new meter, bring the questionable meter to the Water Utilities Department to undergo testing, ensure that the billing clerk updates the new meter's serial number in the computer, and that all of this occurs at no charge to the customers, even if the equipment is found to have malfunctioned. He said he is aware that some towns collect a \$75 service charge. Mr. Boucher asked the commissioners if they would be opposed to charging a test meter fee if such a call is received more than once from a water user. Chairman Courage said that once the Town of Milford removes a water meter, which had been installed to record water usage, the Town cannot argue whether the original meter was functioning properly or not. He added that 95% of the time when this used to occur years ago, 7-1/2 gallons of water was drawn, and the water user shown that the meter had registered movement of one cubic foot, the water user would be satisfied with the meter's operational status and the meter would not be removed. He said removing a meter should be the last resort, because once the meter has been removed, the water user could argue that the meter was faulty and there is no data to dispute the allegation or

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substantiate the Town's argument. Superintendent Boucher said that a water user self-check is requested prior to dispatch of a Water Department employee to inspect the faucets and toilets in the home prior to removal of a meter suspected of faulty operation, and that confirmation is made while everything is turned off that the meter is not turning. Commissioner White asked who owns the meter. Superintendent Boucher said that the Town does. Commissioner White said he likes the procedure of running 7-1/2 gallons of water to see if the meter moves one cubic foot. Vice-Chairman Putnam said the 7-1/2 gallons can be drawn at the outside faucet. Putnam asked how many requests are being received? Mr. Boucher said the increase has been very recent, and may be a result of higher water bills being received by the water users. He said that account usage history is always checked. Mr. Boucher agreed with Commissioner White that such reports from water users will continue to be monitored. No fee will be instituted at this time.

DPW and Water Utilities Shared Resources - Truck #36 – Mr. Boucher said that he had been approached by Bill Ruoff, the DPW Director, to officially turn "Truck 36", a dump truck used primarily for plowing operations, over to the Water Utilities Department. During the past few years, maintenance expenses and use of the truck had been shared, although the vehicle was typically stored at the Water Utilities Department and when the truck was used for snow removal operations, a Water Utilities employee would operate this truck. Mr. Boucher said that he will speak with Jack Sheehy, Director of Financial Operations about officially transferring this vehicle to the Water Utilities Department in follow-up of Mr. Ruoff explaining this vehicle transfer to the Board of Selectmen.

Curtis Well – Mr. Boucher said that the certificate of occupancy has been received from Town Hall for Curtis Well. Referring to the memo received from Stantec, he said that Piquette & Howard's payment for their share of the previous Curtis Well pump that had burned out is still in limbo. He explained that Wilbur from Stantec had been on-site to assess the vaults and reported that two things are still required: grounding the well head and removing the ground rods. Wilbur had suggested cleaning up the transducer wiring, which Mr. Boucher said he agrees may have been stepped on and be the cause of the lack of readings. Vault #2 has an excessive amount of wiring cables; Wilbur will return after an electrician is brought in to perform additional grounding to solve the harmonic noise. Vice-Chairman Putnam asked if this should be a half day's work. Mr. Boucher said yes. Commissioner White said that a rapport must be developed with a local electrician to help keep things operational. Vice-Chairman Putnam will bring suggestions of local electricians to the next meeting.

Elm Street Project – Upon discussion of the possibilities of tying in businesses along Elm Street between the Contemporary Chrysler car dealership to the Bowling Alley, Mr. Boucher said that he had received an email from Bill Parker, Director of Community Development requesting a meeting between all parties and to discuss sewer project cost-sharing. Commissioner White said that the Board of Commissioners should meet with Mr. Hammer of Contemporary Chrysler to discuss the benefits of extending the sewer and how the costs should be handled. Chairman Courage made the motion to approve spending \$8,500.00 to have Meridian Land Survey provide a design and cost estimate, as arranged by Mr. Boucher, to extend the sewer system between the former Pizza Hut on Elm Street to the Bowling Alley. Vice-Chairman Putnam seconded the motion. All voted in favor. Chairman Courage suggested perhaps any contribution made by the town should be by town vote. Vice-Chairman Putnam agreed. A November 4th meeting at Town Hall at 7:30 a.m. as suggested by Mr. Parker will be arranged.

Wright-Pierce – Chairman Courage explained that additional test well work will be performed on Wednesday, October 27th in that 2-1/2” test wells will go in and the goal is to determine water quality. Wright-Pierce representatives will attempt to locate test wells put in ground in 1983, as there is dense brush and trees there. He said that Wright-Pierce will prepare a proposal for directional boring and to replace the conduit wiring under the Souhegan River between the Curtis Well Control Building to Curtis Well #1 and #2 on the Amherst side of the river.

Legal Fees re: Verizon/Fairpoint Underground Equipment - Chairman Courage will inquire as to the likely return on the investment of Attorney Drescher’s time regarding the filing in bankruptcy court.

Streamlining the Entrance Fee Process – Mr. Boucher said that he is working on streamlining the entrance fee permit paperwork process with Community Development relative to where responsibilities lie and costs.

Water Regulation Manual – Mr. Boucher said that he expects to have the water regulations available on-line soon. He is working with Sarah Marchant, Community Development on this.

Kokko Well – Mr. Boucher said the decommissioning could still happen this year. Additional tests must be put on hold until the warmer spring climate for air flow measurement and temperature readings.

2011 Budget – Mr. Boucher said he will include Commissioner White soon in the process; at the present he has only penciled pricing into the forms. He will meet with Jack for transferring the capital improvement project numbers. Vice-Chairman Putnam said it would be best if the Curtis Well pumps can be purchased from the operational budget this year.

Information Items:

Activities Report – The commissioners reviewed the information provided.

Future Appointments/Meetings:

The next regular meeting of the Water and Wastewater Commissioners will be held at 6:00 p.m. on Tuesday, November 9, 2010 at the Water Utilities Department, 564 Nashua Street.

Adjournment:

A motion to adjourn was made by Vice-Chairman Putnam at 7:45 p.m. Commissioner White seconded the motion. All voted in favor.

Respectfully submitted,


Evelyn B. Gendron



Robert E. Courage – Chairman

11/23/2010

Date



Michael E. Putnam, Vice-Chairman

11/23/10

Date



Dale A. White, Commissioner

11/23/10

Date